

**Bachelor's Degree**

**Social Sciences and Law**



# **Business Administration and Management**

**Complutense University of Madrid**



# Syllabus

Option: Group in English.

Type of subject	ECTS
Core Studies	60
Compulsory	138
Elective	36*
Final Year Project	6
<b>Total</b>	<b>240</b>

\* Includes 12 ECTS for Internships.

Year One	ECTS
Business Law	6
Business Mathematics I	6
Business Mathematics II	6
Business Statistics I	6
Economic History	6
Financial Accounting I	6
Introduction to Economics	6
Microeconomics	6
Principles of Business Financial Management	6
Principles of Business Management	6

Year Two	ECTS
Business Statistics II	6
Commercial Law I	3
Economic Policy	6
Financial Accounting II	6
Financial Mathematics	6
Industrial and Business Sociology	3
International Economics for Business	6
Macroeconomics	6
Management Accounting	6
Organization and Design	6
Spanish Economy	3
Tax System I	3

Year Three	ECTS
Analysis and Accounting Consolidation	6
Asset Valuation and Investment Analysis	6
Decision Analysis	6
Econometrics	6
Financing Decisions	6
Human Resources Management	6
Market Research	6
Principles of Marketing	6
Production Management	6
Tax System II	6

Year Four	ECTS
Consumer Behaviour	6
Financial Analysis and Planning	6
Strategic Management	6
Nine Electives or Six Electives and Internship	36
Final Year Project	6



Year Four Electives	ECTS
Spanish Financial System	4
External Internships	12
<b>Itinerary: Accounting</b>	
<i>Specific</i>	
Audit of Financial Statements	4
Company Accounting	4
Computer Applications for Accounting Information	4
Consolidation of Financial Statements	4
<i>Recommended</i>	
Commercial Law II	4
Government, Corporate Social Responsibility and Sustainability	4
Risk Analysis and Management	4
Tax Planning	4
<b>Itinerary: Business Administration</b>	
<i>Specific</i>	
Innovation and Technology Management	4
International Business Management	4
Quality Management	4
Start-up Companies	4
<i>Recommended</i>	
Applied Industrial Economics	4
Employment Contract	4
Gender and Diversity in Organisations	4
Government, Corporate Social Responsibility and Sustainability	4
Tax Planning	4
<b>Itinerary: Finance</b>	
<i>Specific</i>	
Banking and Stock Exchange Operations	4
Economics and Bank Management	4
Financial Economics of Self-employment and Participative Companies	4
International and National Financial Markets	4
<i>Recommended</i>	
Applied Industrial Economics	4
Corporate Governance, Social Responsibility and Sustainability	4
Risk Analysis and Management	4
Tax Planning	4
<b>Itinerary: Marketing</b>	
<i>Specific</i>	
Commercial Distribution	4
Integrated Marketing Communications	4
International Marketing	4
Marketing Plan	4
<i>Recommended</i>	
Commercial Law II	4
Data Analysis	4
Government, Corporate Social Responsibility and Sustainability	4
Organizations Sociology	4
<b>Participation Credits</b>	
Any course	9

## Knowledge acquired

- Administration and management of a business or any other type of organisation, with an understanding of its competitive and institutional position, while identifying its strengths and weaknesses.
- Integration in any functional area of a medium or large company or organisation, the ability to perform any management task assigned therein (production, marketing, human resources, finance, accounting...) and make and execute decisions.
- Preparation of diagnoses, with organisation improvement proposals, incentive plans and activities specific to human resources (job analysis and appraisal, hiring, compensation, career development, etc.).
- Marketing techniques and tools to meet consumer needs and/or wishes at all times.
- Investment analysis and planning, foreseeing expectations, interrelations and financing. Management and control of the company's financial plan.
- Economic-financial information (accounting statements) and its legislation.
- Relevant economic sources of information and contents. Preparation of data obtained.
- Assessment, based on relevant information records, of a company's situation and foreseeable development.
- Advice on specific business and market situations.
- General company or functional area management projects
- National and international economic environment where the company operates.

## Professional opportunities

- Management, advice and consulting for all type of organisations (public or private, for-profit or non-profit).
- Production, purchasing or logistics.
- Human resources.
- Financing and investment.
- Sales or marketing.
- Accounting.
- Teaching and research.



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## Faculty of Economics and Business

Campus Somosaguas  
<http://economicasyempresariales.ucm.es>

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